

**COUNTY OF SAN DIEGO  
VOLUNTEER REPORT FORM  
PERIOD JULY 1, 1997 - JUNE 30, 1998**

**1. DEPARTMENT/COURT INFORMATION:**

Department/Court: Department of the Public Defender

Division/Unit: South Bay Investigation Unit

**2. VOLUNTEER PROGRAM BENEFITS:**

- a. **GENERAL VOLUNTEER** (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	1	Hours	24	x	\$13.74	=	\$329.76
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Types of work performed by GENERAL VOLUNTEERS in this category:

Investigator intern typed investigation logs, minor client contact, acted as a messenger and conducted records checks.

- b. **INSTITUTIONAL VOLUNTEER** (this section should include court referrals, honor camp inmates, PIC, RETC, GAIN, etc.)

No. Vol.	0	Hours	0	x	\$13.74	=	\$0.00
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

- c. **SPECIALIZED VOLUNTEERS** (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity. These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.)

Position	Hours	x	VCL	=	Dollar Benefit
		x	13.74	=	\$
No. Vol.: 0	Total Hours: 0	Total Value: \$0.00			

Types of work performed by SPECIALIZED VOLUNTEERS in this category

**d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):**

No. of Volunteers	Hours	Dollar Benefit
2a 1	24	\$ 329.76
2b		5
2c		\$
<b>TOTALS:</b>	<b>1</b>	<b>24</b>
		<b>\$329.76</b>

**3. DONATIONS TO VOLUNTEER PROGRAM:**

Please list all donations to the department's Volunteer Program, including monetary donations and tangible/intangible items. Item such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated	Value	Item Donated	Value
	\$		\$
	\$		\$

**TOTAL VALUE \$ 0.00**

**4. VOLUNTEER PROGRAM COSTS:**

- a Cost of Direct Supervision of Volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers).

Hours 12 x Rate \$24.58 =

**\$ 298.56**

- b Cost of Program Coordination (total hours of program coordination times hourly rate of coordinator(s). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.)

Hours  x Rate  =

**\$ 0.00**

e Other program costs (volunteer Training materials/supplies, recognition costs, etc.)

Item	Cost
TOTAL OF OTHER PROGRAM COSTS	\$ 0.00

b TOTAL OF VOLUNTEER PROGRAM COST  
(add 4a, 4b, and 4c)

\$ 298.56
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**5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

a Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$ 329.76
b Total of Donations to Volunteer Program, Item 3 (Page 2)	\$ 0.00
ADD a + b	<u>\$ 329.76</u>
c Subtract Total of Volunteer Program Costs, Item 4d (Page 3)	(\$ 298.56)

TOTAL PROGRAM BENEFIT \$ 31.20

**6. RECRUITING:**

Please describe your recruiting programs:

Chief Investigator recruits and participates in the Southwestern College Career Fair.

**7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

  

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**8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 1998-99:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

The South Bay Investigation Unit would like to increase volunteers to participate in the intern program

**9. GENERAL INFORMATION:**

Name of Person Completing Report: *Ted Armijo, Supervising Investigator*

Phone Number: (619) 498-2028 Mail Stop: S-229 E-Mail: [tarmijpd@san-diego.ca.us](mailto:tarmijpd@san-diego.ca.us).

Volunteer Coordinator: *Stanley Jones*

Phone Number: (619) 338-4835 Mail Stop: C-277 E-Mail: [sjonespd@san-diego.ca.us](mailto:sjonespd@san-diego.ca.us).

**10. DEPARTMENT CERTIFICATION:**

Steven J. Carroll

DEPARTMENT HEAD SIGNATURE

by *Julie B. Jones*

9/10/98

DATE